



Maryland Department of  
**Juvenile Services**  
Treating • Supporting • Protecting

One Center Plaza  
120 West Fayette Street  
Baltimore, MD 21201

Anthony G. Brown  
Lt. Governor

Martin O'Malley  
Governor

Donald W. DeVore  
Secretary

February 25, 2010

Re: 10-JS-046 – Written Solicitation For A Male Empowerment Program In Howard County

Dear Potential Bidder:

The Department of Juvenile Services, an executive department of the State of Maryland, hereinafter called "the Department," "DJS" or "Juvenile Services", is soliciting private vendors/organizations to provide a culturally competent empowerment program to reduce out of home placements for males ages twelve (12) to eighteen (18) who reside in Howard County.

The Contractor shall provide an empowerment program, which shall include an empowerment group and mentoring services. The empowerment group shall be conducted for a minimum of one and a half (1½) hours per week for twelve (12) weeks. Empowerment group services shall include but not be limited to: consequences of delinquent behavior, strategies to confront and cope with negative peer pressure, defining and enhancing self esteem and the value of education. The Contractor shall also provide mentoring services. Mentors will provide weekly one-on-one interaction for a minimum of three and a half (3½) hours a week. Such interaction shall include but not be limited to: various athletic activities, help with school work, entertainment activities, etc. The mentors shall provide care, support and guidance for youth.

The Contract awarded shall be for a period of six months beginning on or about March 15, 2010 through September 14, 2010.

The Contract award will be made under Small Procurement Regulations COMAR 21.05.07.

There will not be a Pre-Bid Conference for this procurement.

**Bids for this Written Solicitation are to be submitted to the Procurement Officer by March 11, 2010, no later than 3:30 p.m. to Denise Anderson, Office of Procurement, Department of Juvenile Services, One Center Plaza, 120 W. Fayette Street, Rm. 334A, Baltimore, Maryland 21201. Late Bids will not be accepted.**

You may obtain a copy of this Written Solicitation from the eMaryland Marketplace website at [www.emarylandmarketplace.com](http://www.emarylandmarketplace.com). See solicitation number **VOOSO267416**.

Upon receipt of this Written Solicitation please acknowledge by E-Mail to [anderse@djs.state.md.us](mailto:anderse@djs.state.md.us).

If you have any questions, please submit them to my office as soon as possible via fax or email. The fax number is 410-333-4191. You may email me at [anderse@djs.state.md.us](mailto:anderse@djs.state.md.us).

Minority Business Enterprises (MBE's) and small businesses are encouraged to respond to this solicitation as a primary Contractor and are encouraged to obtain certification.

All questions related to the MBE certification process should be addressed to the Maryland Department Of Transportation, Minority Business Enterprises, P.O. Box 8755, BWI Airport, Maryland 21240-8755. You may contact them by voice mail at 1-800-544-6056 or by E-Mail at [www.mdot.state.md.us](http://www.mdot.state.md.us).

If the prospective Bidder is a certified minority Contractor, the certification number must be provided in a cover letter.

If you are unable to obtain a copy from the website, please call Denise Anderson at 410-230-3469 for assistance.

If you do not intend to respond to this procurement, please take a moment to fill out the Non-Bidders Response Form and submit it to my office at the above fax number. This information is required by the Department of Budget and Management to ensure outreach methods were made to seek vendors and to get feedback regarding this solicitation.

Sincerely,

  
Denise Anderson  
Office of Procurement

C: Bid File